

**BOROUGH OF LAKEHURST
WORK SESSION/REGULAR MEETING
APRIL 16, 2020
TENTATIVE AGENDA**

1. Approval of Minutes of April 2, 2020 Work Session/Regular Meeting
2. Payment of Bills
3. Resolution authorizing the use of storm recovery reserves
4. Resolution regarding person-to-person transfer for the ABC license held by Circle Landmark Associates Inc to RT 70 Liquor, LLC
5. Second reading and public hearing of Ordinance #2020-02 entitled:
“ORDINANCE OF THE BOROUGH OF LAKEHURST, IN THE COUNTY OF OCEAN, STATE OF NEW JERSEY, AUTHORIZING THE ACQUISITION OF PORTABLE RESTROOMS AT LAKE HORICON AND TO APPROPRIATE THE SUM OF \$44,400.00 TO PAY THE COST THEREOF, FULLY FUNDED BY THE A RESERVE IN THE GENERAL CAPITAL FUND AND A GRANT”
6. Executive/Closed Session to discuss personnel matters/contract negotiations

Maryanne Capasso, RMC
Municipal Clerk

The Mayor and Council reserve the right to add or delete items from the agenda.

**RESOLUTION
APRIL 16, 2020**

WHEREAS, the governing body of the Borough of Lakehurst, in the County of Ocean and State of New Jersey has carefully examined all vouchers presented to the Borough Clerk for payment of claims; finding all to be accurate and legitimate;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey that the bills list as presented in the amount of \$60,127.14 is hereby approved.

I, Maryann Capasso, Municipal Clerk, of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of April 16, 2020.

**Maryanne Capasso
Municipal Clerk, RMC**

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00182	03/05/20	P0041 PRICED RITE TOWING									
		1 INVOICE# 145124	125.00	0-01-25-240-297	B Police - Towing Charges		R	03/05/20	04/14/20		145124
20-00187	03/11/20	E0923 Edmunds GovTech									
		1 Cloud Hosting Services 2020	4,800.00	0-01-20-140-222	B Information Technology - Contractual Srv		R	03/11/20	04/14/20		20-01982
20-00191	03/17/20	D0004 DRAEGER, INC.									
		1 MOUTHPIECE STANDARD W/O VALVE	26.30	0-01-25-240-245	B EQUIPMENT - POLICE TACTICAL		R	03/17/20	04/14/20		5950937472
20-00195	03/17/20	00256 OCEAN COUNTY JUDGES ASSOC									
		1 JUDGE DUES FOR 2020	100.00	0-01-43-490-299	B MISCELLANEOUS		R	03/17/20	04/14/20		
20-00214	03/25/20	E0066 EMBLEM ENTERPRISES, INC.									
		1 BOROUGH OF LAKEHURST PATCHES	392.00	0-01-25-240-272	B UNIFORM REPAIRS - REPLACE		R	03/25/20	04/14/20		
		2 SHIPPING	15.00	0-01-25-240-272	B UNIFORM REPAIRS - REPLACE		R	03/31/20	04/14/20		
			407.00								
20-00216	03/27/20	G1000 GOLD TYPE BUSINESS MACHINES									
		1 DIAMOND DISINFECTANT/SANITIZER	200.00	T-03-00-100-010	B Storm Trust Reserve		R	03/27/20	04/14/20		
20-00235	04/08/20	P0047 PLANET TECHNOLOGIES INC									
		1 0365GCCE3 SHRDSVR ALNG SUBSVL	3,168.00	T-03-00-100-010	B Storm Trust Reserve		R	04/08/20	04/14/20		I002414
20-00249	04/14/20	A0506 AT&T									
		1 AT&T TELEPHONE CHARGES	52.84	0-01-31-440-275	B TELEPHONE		R	04/14/20	04/14/20		
20-00250	04/14/20	T0973 TREASURER, STATE OF NJ (MARRIA									
		1 MARRIAGE LICENSE REPT 1-3/20	25.00	0-01-55-900-041	B DUE STATE: MARRIAGE LIC. FEES		R	04/14/20	04/14/20		
20-00251	04/14/20	NJ101 NJ DEPT OF HEALTH									
		1 DOG LIC REPORT MARCH 2020	1.20	0-15-00-900-003	B Due to State - License Fees		R	04/14/20	04/14/20		
20-00252	04/14/20	S0132 STATE OF NEW JERSEY-PWT									
		1 WATER TAX - 1ST QTR. 2020	187.29	0-09-00-101-299	B MISCELLANEOUS		R	04/14/20	04/14/20		

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
20-00253	04/14/20	H0031 HENKEL & MCCOY, INC						
1		VERIZON GENERATOR CAH GUARANTE	3,290.00	T-03-00-500-002	B Verizon Cash Guar Generato B. 72 L. 3, 5 R		04/14/20 04/14/20	
2		VERIZON GENERATOR	1,260.00	T-03-00-400-004	B Verizon Generator B.72 L.3,5(INSPECTION) R		04/14/20 04/14/20	
3		VERIZON SITE PLAN	<u>11.25</u>	T-03-00-400-003	B Verizon Site Plan B.72 L.3, 5(PB REVIEW) R		04/14/20 04/14/20	
			4,561.25					
20-00254	04/14/20	C0081 CORELOGIC						
1		TAX OVERPAYMENT REFUND	1,248.73	0-01-55-900-003	B Tax Overpayments Refunded	R	04/14/20 04/14/20	
20-00255	04/14/20	A0024 ACTION DATA SERVICES						
1		PAYROLL SERVICE PDEND 3/31/20	345.73	0-01-20-130-299	B Finance - Miscellaneous	R	04/14/20 04/14/20	68080
20-00256	04/14/20	A0075 GANNETT NEW JERSEY NEWSPAPERS						
1		CLERK ADVERT. 3/1/20 - 3/31/20	171.60	0-01-20-122-215	B Advertising - Legal Advertisements	R	04/14/20 04/14/20	0003253928
20-00257	04/14/20	W0021 WESTERN PEST SERVICES						
1		PEST CONTROL SRV 1ST & 2ND QTR	729.00	0-01-26-310-222	B CONTRACTUAL SERVICES	R	04/14/20 04/14/20	11825502
20-00258	04/14/20	N0029 TWIN ROCKS WATER						
1		BORO HALL WATER AND COOLER	88.00	0-01-20-120-299	B MISCELLANEOUS	R	04/14/20 04/14/20	
2		POLICE DEPT WATER AND COOLER	42.00	0-01-25-240-299	B Police - Miscellaneous	R	04/14/20 04/14/20	
3		PW GARAGE WATER AND COOLER	<u>7.00</u>	0-01-26-305-299	B MISCELLANEOUS	R	04/14/20 04/14/20	
			137.00					
20-00259	04/14/20	N0136 NJ NATURAL GAS COMPANY						
1		ESC GAS BILL	748.68	0-01-31-437-269	B NATURAL GAS	R	04/14/20 04/14/20	
2		PW GARAGE GAS BILL	670.43	0-01-31-437-269	B NATURAL GAS	R	04/14/20 04/14/20	
3		COMMUNITY CENTER GAS BILL	415.75	0-01-31-437-269	B NATURAL GAS	R	04/14/20 04/14/20	
4		PD HQ GAS BILL	221.29	0-01-31-437-269	B NATURAL GAS	R	04/14/20 04/14/20	
5		BOROUGH HALL GAS BILL	<u>247.90</u>	0-01-31-437-269	B NATURAL GAS	R	04/14/20 04/14/20	
			2,304.05					
20-00260	04/14/20	C0060 COMCAST CABLE						
1		PW CABLE MODEM	110.84	0-01-31-440-275	B TELEPHONE	R	04/14/20 04/14/20	
20-00261	04/14/20	B0019 BOLLINGER, INC. - DENTAL						
1		DENTAL INSURANCE 4/20	4,169.40	0-01-23-220-226	B Insurance - Dental	R	04/14/20 04/14/20	048404

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
20-00262	04/14/20	J0900 JCP&L	3,979.84	0-09-00-101-276	B ELECTRIC	R	04/14/20 04/14/20	
1		ELECTRIC BILL UF						
20-00263	04/14/20	V0855 VERIZON	6.55	0-01-31-440-275	B TELEPHONE	R	04/14/20 04/14/20	
1		PHONE BILL						
20-00264	04/14/20	O0012 ONE CALL CONCEPTS	8.16	0-09-00-101-275	B TELEPHONE	R	04/14/20 04/14/20	0035360
1		ONE CALL MESSAGES 3/20						
20-00265	04/14/20	P0151 PEDRONI FUEL OIL CO.	860.29	0-01-31-447-266	B DIESEL FUEL	R	04/14/20 04/14/20	565350
1		DYED DIESEL FOR PW GARAGE						
20-00266	04/14/20	U0005 UNIFIRST CORPORATION	951.28	0-09-00-101-271	B UNIFORMS	R	04/14/20 04/14/20	
1		PW UNIFORM CLEANING 3/20						
20-00267	04/14/20	L0040 LOWE'S	426.18	0-01-26-310-262	B MINOR TOOLS & EQUIPMENT	R	04/14/20 04/14/20	
1		LOWE'S HOUSE ACCOUNT CHARGES						
20-00268	04/14/20	V0011 VERIZON WIRELESS	554.55	0-01-31-440-275	B TELEPHONE	R	04/14/20 04/14/20	
1		BORO CELL PHONE BILL 3/20						
20-00269	04/14/20	R0158 REMINGTON & VERNICK ENGINEERS	674.00	0-01-20-165-232	B ENGINEERING SERVICES	R	04/14/20 04/14/20	1514T111-2
1		GENERAL ENGINEERING THRU 3/20						
20-00270	04/14/20	R0158 REMINGTON & VERNICK ENGINEERS	186.00	G-02-00-223-001	B NJ DOT POPLAR ST	R	04/14/20 04/14/20	1514U068-17
1		POPLAR STREET NJDOT FY2016						
20-00271	04/14/20	R0158 REMINGTON & VERNICK ENGINEERS	238.50	C-08-01-565-001	B WATER MAIN IMPROVEMENTS (17-04)	R	04/14/20 04/14/20	1514U069-36
1		NJEIT WATERMAIN REPLACEMENT						
20-00272	04/14/20	R0158 REMINGTON & VERNICK ENGINEERS	751.00	G-02-18-235-001	B NJ DOT - willow Street 2019	R	04/14/20 04/14/20	1514U073-11
1		NJDOT MUNICIPAL AID PROJECT						
Total Purchase Orders:		31	Total P.O. Line Items:	40	Total List Amount:	31,506.58	Total Void Amount:	0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	0-01	17,274.06	0.00	17,274.06	0.00	0.00	17,274.06
WATER & SEWER OPERATING	0-09	5,126.57	0.00	5,126.57	0.00	0.00	5,126.57
ANIMAL CONTROL FUND	0-15	1.20	0.00	1.20	0.00	0.00	1.20
Year Total:		22,401.83	0.00	22,401.83	0.00	0.00	22,401.83
	C-08	238.50	0.00	238.50	0.00	0.00	238.50
	G-02	937.00	0.00	937.00	0.00	0.00	937.00
	T-03	7,929.25	0.00	7,929.25	0.00	0.00	7,929.25
Total of All Funds:		31,506.58	0.00	31,506.58	0.00	0.00	31,506.58

April 3, 2020
12:25 PM

Borough of Lakehurst
Bill List By P.O. Number

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00233	04/03/20	00145 OCEAN COUNTY UTILITIES									
		1 1ST QTR 2020 UTILITIES CHARGE	80,780.00	0-09-00-105-222	B	CONTRACTUAL SERVICES	R	04/03/20	04/03/20		1800022956
		2 2019 DEFICIENCY CREDIT	<u>54,288.20</u>	0-09-00-105-222	B	CONTRACTUAL SERVICES	R	04/03/20	04/03/20		
			26,491.80								

Total Purchase Orders: 1 Total P.O. Line Items: 2 Total List Amount: 26,491.80 Total Void Amount: 0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
WATER & SEWER OPERATING	0-09	26,491.80	0.00	26,491.80	0.00	0.00	26,491.80
Total of All Funds:		<u>26,491.80</u>	<u>0.00</u>	<u>26,491.80</u>	<u>0.00</u>	<u>0.00</u>	<u>26,491.80</u>

April 14, 2020
10:24 AM

Borough of Lakehurst
Bill List By P.O. Number

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00248	04/14/20	w0030 WEX BANK									
		1 WAWA GAS CHARGES MARCH 2020	2,128.76	0-01-31-447-265	B GASOLINE		R	04/14/20	04/14/20		64630058

Total Purchase Orders: 1 Total P.O. Line Items: 1 Total List Amount: 2,128.76 Total Void Amount: 0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND APPROPRIATIONS	0-01	2,128.76	0.00	2,128.76	0.00	0.00	2,128.76
Total of All Funds:		<u>2,128.76</u>	<u>0.00</u>	<u>2,128.76</u>	<u>0.00</u>	<u>0.00</u>	<u>2,128.76</u>

**RESOLUTION
APRIL 16, 2020**

**RESOLUTION OF THE BOROUGH OF LAKEHURST,
COUNTY OF OCEAN, STATE OF NEW JERSEY
AUTHORIZING THE USE OF STORM RECOVERY
RESERVES**

WHEREAS, on March 9, 2020, Governor Phil Murphy issued Executive Order 103 declaring a State of Emergency in response to the COVID-19 viral outbreak; **and**

WHEREAS, Executive Order 103 stated, “This Order shall take effect immediately and shall remain in effect until such time as it is determined by me that an emergency no longer exists” and the State of Emergency has not yet been lifted; **and**

WHEREAS, N.J.S.A. 40A-6.21 requires that the Borough by resolution, authorize the use of funds in the Storm Recovery Reserve for any purpose necessary to protect the safety, security, health, and welfare, of its citizens from the damage caused by the declared emergency.

THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Lakehurst that the Storm Recovery Reserve may be utilized for any and all expenditures related to said emergency.

CERTIFICATION

I, Maryanne Capasso, do hereby certify that the foregoing resolution was duly adopted by the Governing Body of the Borough of Lakehurst at a meeting held on the 16th day of April, 2020.

**Maryanne Capasso, RMC
Municipal Clerk**

**RESOLUTION
APRIL 16, 2020**

WHEREAS, RT 70 Liquor, LLC has applied to the Mayor and Council of the Borough of Lakehurst for a person-to-person transfer for the liquor license #1513-33-003-003 held by Circle Landmark Associates Inc, **and**

WHEREAS, the background investigation conducted by the Lakehurst Police Department has not revealed any disqualifying events, **and**

WHEREAS, based upon the investigation and verifying documentation provided by the applicant to the Police Department, the investigating officer has recommended that the transfer be approved, **and**

WHEREAS, all necessary forms and fees were submitted to the office of the Municipal Clerk, **and**

WHEREAS, the notice of the transfer was twice published as required.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Lakehurst, County of Ocean, State of New Jersey, that the application of RT 70 Liquor, LLC for the person-to-person transfer of liquor license #1513-33-003-003 is hereby approved.

I, Maryanne Capasso, Municipal Clerk of the Borough of Lakehurst, County of Ocean, State of New Jersey, do hereby certify that the above resolution was approved by the Mayor and Council at the meeting of April 16, 2020.

**Maryanne Capasso, RMC
Municipal Clerk**